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PR-2024-1008-229025



Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0570**

PR No.: **GF-2024-10-02577**

Date: **10-08-2024**

Dept./Office: **CFES**

Category: **Office Furniture
& Fixture**

Section/End-User: **Jesibel L. Muertigue**

Project Title/Code: **CFES Indicative PPMP for
2025_GAA (MOOE)**

Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest (Ergonomics)	unit	9	5,000.00		45,000.00

Specification:

Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest footrest

- STABLE & BREATHABLE
- OMAX high backrest mesh office chair has an integrated contoured backframe with built-in neck support.
- ERGONOMIC DESIGN
- The seat height adjust ranges from 16" to 19.5". Built-in lumbar cushion support your lower back and enhances the natural curve of your spine.
- SOLID & DURABLE
- Offers nylon five-star heavy-duty base and smooth-rolling silenced casters covered with soft PU
- OVERALL DIMENSIONS
- Chair size: 23.6" x 23.6" x 43.7"-47.6" (L x W x H)
- Seat height adjust: 16"-20"
- Seat area: 18.5" x 20.5"
- Backrest area: 15 x 27.5"
- Assembly required

2	Venetians Duo Roller Blinds Curtain, 100*160 cm	piece	9	850.00		7,650.00
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Specification:

- ?Product details:
- ?Venetians Duo Roller Blinds Plain Curtain roller blinds for the living room office home
- ?Size (W*L): 100x160cm
- ?100% brand new.

?Good quality.
 ?DUO ROLER BLINDS (include brackets and screws)
 ?Curtain & Blind Type: Day Curtain/ Blind
 ?Color: White
 ?Environmental protection polyester fabric easy to clean
 ?Please ensure that the blinds are parallel when pulling

3	Wooden L-Type Executive Table	pc	1	30,000.00		30,000.00
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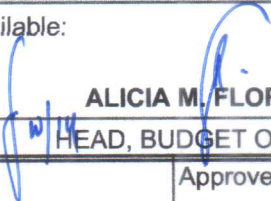
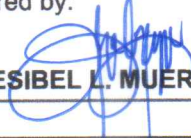

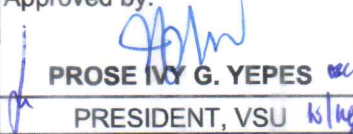
Specification:

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- Dimension: 160 cm. x 80 cm. x 76 cm.
- Drawer Dimension : 120 cm. x 40 cm. x 55 cm.
- with extension cabinet drawers
- Color Brown

	TOTAL					82,650.00
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Purpose: Purchase of office supplies and materials

Checked by:  VIVIAN V. BALBARINO		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
TWG - Office Furniture & Fixture 8/19/29			
Signature:	Prepared by:  JESIBEL L. MUERTIGUE	Noted by:  ARTURO E. PASA UNIT HEAD, PROJECT LEADER	Approved by:  PROSE IVY G. YEPES PRESIDENT, VSU
Printed Name:			
Designation:			